

**Village of Indian Head Park  
201 Acacia Drive  
Indian Head Park, IL 60525**

**MEETING MINUTES  
BOARD OF TRUSTEES**

*“Pursuant to 5 ILCS 120/c.06 (3) minutes of public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of votes taken.”*

Thursday, June 13, 2013

7:30 p.m.

**CALL TO ORDER – MAYOR RICHARD S. ANDREWS**

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, June 13, 2013 at the Municipal Facility, 201 Acacia Drive, and was called to order at 7:30 p.m. by Mayor Richard S. Andrews. Village Clerk Joseph Consolo called the roll as follows:

**ROLL CALL: JOSEPH CONSOLO, VILLAGE CLERK**

**PRESENT (AND CONSTITUTING A QUORUM):**

Mayor Richard Andrews  
Trustee Brian T. Bailey  
Trustee Tom Hinshaw  
Trustee Brenda O’Laughlin  
Trustee Norman L. Schnaufer  
Trustee Matt Walsh  
Trustee Amy Jo Wittenberg

**ALSO PRESENT:**

Frank Alonzo, Chief of Police/Administration  
Dave Brink, Administration Services  
Steve Busa, Treasurer  
Joseph V. Consolo, Village Clerk  
Richard Ramello, Counsel, Storino, Ramello & Durkin  
Edward Santen, Water/Public Works Superintendent

## **PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Andrews and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *"I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands, one nation under God indivisible with liberty and justice for all"*.

## **MAYOR'S REPORT – RICHARD ANDREWS**

Mayor Andrews asked the Board to pause for a moment of silence in memory of Eileen Costelloe and George Dvorak who passed away. Eileen was the mother of Planning/Zoning Chairperson Noreen Costelloe. George Dvorak was a long time resident of Indian Head Park, he was a patent attorney for fifty three years and he previously served on the Planning and Zoning Commission.

Mayor Andrews thanked the Indian Head Park Woman's Club for their recent donation of \$100.00 to be used towards the maintenance and repair of the Indian Head Park Heritage Center.

Mayor Andrews reported the Cochise Watermain Project is nearing completion and the individual connections need to be completed.

Mayor Andrews stated the Des Plaines Valley Mosquito Abatement District reported one positive case of the West Nile Virus from a mosquito sample taken in the Hillside/Westchester area. He noted the Des Plaines Valley Mosquito Abatement District is trying to control the mosquito population. The District is alerting individuals to take necessary steps to help eliminate some mosquito breeding sources which includes maintenance of rain gutters and downspouts to prevent water retention in gutters, changing water in bird baths, maintain swimming pools, remove outdoor containers that collect water, screen rain barrels, aerate ornamental ponds and encourage reporting of any unmaintained ponds or swimming pools to the Village.

Mayor Andrews stated the filing period for property tax appeals through the Lyons Township Assessor's Office ends on June 14, 2013 and property owners can also file an appeal through Monday, June 17<sup>th</sup> at the Cook County Assessor's Office if they disagree with the assessment of their property. He noted the assessor evaluates a property based on recent sales of comparable homes in the neighborhood of similar type and construction, square footage and market value of homes that have been sold.

## **CONSENT AGENDA ITEMS**

Mayor Andrews summarized the following items listed on the Consent Agenda for Board consideration and approval: (1) an ordinance was prepared listing two surplus police vehicles to be disposed of through the W.C.M.C. auction; (2) the Village is required to adopt a prevailing wage rate ordinance each year as it relates to public works projects as established in Cook County; (3) at the last meeting a recommendation was made to grant a side yard variation for a property on Hiawatha Lane and (4) a resolution was prepared to approve the S.E.A.S.P.A.R. budget.

He noted the Village joined S.E.A.S.P.A.R. many years ago to provide recreation for physically disabled individuals and the programs provide many opportunities for individuals with disabilities. The member contribution last year was \$28,351 for Indian Head Park and is shown in the budget as an expense. However, that expense is paid by property tax contributions and the contribution to S.E.A.S.P.A.R. this year will be \$3,500 less due a decrease in the equalized assessed valuation. Mayor Andrews stated the S.E.A.S.P.A.R. contribution is about ten or fifteen dollars per year per household for this obligation and (5) the various reappointments for the Board's consideration.

Trustee Walsh asked if the Board is approving the S.E.A.S.P.A.R. Budget or approving the Village's continuing obligation to participate in S.E.A.S.P.A.R. Mayor Andrews stated the Board is only considering approving the S.E.A.S.P.A.R. budget and participation in S.E.A.S.P.A.R. would be discussed at a different time. Trustee Hinshaw asked if the Board did discuss participation in S.E.A.S.P.A.R. that would be for another year. Mayor Andrews responded, yes. Trustee Wittenberg asked when would the matter of S.E.A.S.P.A.R. membership have to be discussed again by the Board. Mayor Andrews asked Counsel Ramello to review the mechanism that took place for the Village to join S.E.A.S.P.A.R. and the property tax requirement. Counsel Ramello stated he would need to review the membership agreement the Village entered into with S.E.A.S.P.A.R. and there may be a section that defines requirements regarding participation. Trustee O'Laughlin asked if the S.E.A.S.P.A.R. information could be gathered for the Board to review prior to approving the S.E.A.S.P.A.R. budget. Trustee Walsh stated the Board is only approving a budget that S.E.A.S.P.A.R. presents to the Village, the Board is not deciding whether to be a member or not to be a member of S.E.A.S.P.A.R. at this time and the Board would be bound by whatever agreement or ordinance is in place. Trustee Bailey stated if the Board decided not to participate in S.E.A.S.P.A.R. that would not be additional revenue in the budget because the contribution is paid through property taxes. Mayor Andrews stated there are approximately twenty-five (25) people with disabilities in Indian Head Park that utilize S.E.A.S.P.A.R. programs. Trustee Wittenberg asked if individuals participating in S.E.A.S.P.A.R. can take advantage of those programs at a full rate or if there is a reduced rate if a Village is a member. Mayor Andrews stated there may be some programs available to individuals that are non-member S.E.A.S.P.A.R. entities and some programs may not be available to non-members.

Trustee Hinshaw stated the language in the surplus ordinance on the agenda authorizing the sale of property owned by the Village by public auction is slightly different than the ordinance previously approved a year ago. He mentioned the previous ordinance stated property could be disposed of with or without advertising a sale, the current ordinance does not have language in the ordinance regarding advertising at all and he questioned why there is a change. Chief Alonzo stated the West Central Municipal Conference (W.C.M.C.) provided the ordinance, clarification was added to define where the vehicles will be sent to auction and the W.C.M.C. will advertise the sale for the Village through the public auction process. Trustee Hinshaw asked if approved ordinances have been posted on the Village Website for public review. Mayor Andrews stated the electric aggregation ordinance was posted on the Website and other routine ordinances have not been posted but other ordinances could be considered to post on the Website.

Trustee Wittenberg stated there are several reappointments to various commissions on the agenda this evening and there are a lot of people in the Village interested in becoming involved in the community. She asked if the Board would consider instead of a straight pass-through reappointment that these positions could be opened up to other people to potentially submit their resumes or express interest in these positions, is there a process of picking someone for the position or are the reappointments because someone has held the position for a long time. Mayor Andrews stated the individuals up for reappointment have served in a capacity for a period of time, they have an interest in continuing on and he made a nomination to reappoint them. Mayor Andrews further stated if the Board at some point has suggestions regarding appointments in the future he would entertain it but he does not want the positions to lapse at this point. Trustee Wittenberg stated some of the terms have already lapsed and she asked if there is any consideration to open the positions up to anyone else. Mayor Andrews stated his recommendations for reappointments are listed on the agenda. Trustee Hinshaw asked what is the process if someone is interested in serving on one of the boards in the Village. Mayor Andrews stated a letter with a resume could be sent if someone is interested. Trustee Hinshaw asked if there is a list of other people being maintained at this time who might be interested in serving on a board. Mayor Andrews responded, no.

Trustee Hinshaw asked if all the reappointments being considered are volunteer positions with no benefits and he asked why the dates of reappointments are different dates. Mayor Andrews stated all boards are volunteer positions with no benefits and some boards have different terms than others. Trustee Hinshaw stated he is in favor of all reappointments to the various boards, he is appreciative of anyone that desires to serve on a board especially on a volunteer basis but he would like to discuss the process of appointments. Counsel Ramello stated a motion can be made to approve the consent agenda and another motion to remove the reappointments from the consent agenda to be considered as an agenda item.

Trustee Hinshaw stated he is in favor of granting a variance for the new home on Hiawatha Lane. He asked if the Board has ever considered having a separate zoning for the narrow lots to avoid having to go through a Planning/Zoning zoning process to give up five-feet for a side yard variance and other variances over the last twelve years. Mayor Andrews stated he was on the Planning/Zoning Commission in the 1990's, at that time the Zoning Code, 64-1 was reviewed the topic was later expanded to the Village Board and the meetings turned into making grammar corrections and that is where it was left. Mayor Andrews stated at one time there was a lot of activity on Hiawatha Lane with teardowns of homes and reconstructions, someone may apply for a zoning process, if needed, and people still have the right to build within the code that would not require a variation.

Trustee Walsh moved, seconded by Trustee Schnauffer, to approve the following consent agenda items presented. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnauffer, Walsh, Wittenberg*

*Nays: None*

*Absent: None*

Approval of an Ordinance Authorizing the Sale by Public Auction of Personal Property Owned by the Village of Indian Head Park (**Ordinance #2013-4**); Approval of an Ordinance Adopting Prevailing Wage Rates for the Year 2013 for the Village of Indian Head Park (**Ordinance #2013-5**); Approval of an Ordinance Granting a Side Yard Variation for the Property at 11341 Hiawatha Lane (**Ordinance #2013-6**); Approval of a Resolution Approving the S.E.A.S.P.A.R. Budget (**Resolution #R6-13-1**).

Trustee Hinshaw moved, seconded by Trustee Wittenberg, to remove the reappointments of the six individuals listed on the Consent Agenda to be considered as a regular agenda item. Carried by roll call vote. (5/1/0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Walsh, Wittenberg*  
*Nays: Schnaufer*  
*Absent: None*

## **APPROVAL OF FINANCIAL REPORT**

### ***Financial Report for the month ending April 30, 2013***

Treasurer Busa presented the financial report for the month ending April 30, 2013. For the month of April, he noted: total revenues were \$381,787.72; expenditures were \$217,921.91 and fund balances in all accounts at the end of April were \$1,358,431.45. Treasurer Busa noted the revenues reflect the bulk of the Village's portion of property tax revenues received from the 1<sup>st</sup> installment tax bill, the Finance Department has completed the closing of bank accounts at the Village's previous bank and moving the accounts to the State Bank of Countryside.

Trustee Schnaufer moved, seconded by Trustee Wittenberg, to approve the financial report for the month ending April 30, 2013, as presented by Treasurer Busa. Carried by unanimous roll call vote (6/0/0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnaufer, Walsh, Wittenberg*  
*Nays: None*  
*Absent: None*

## **APPROVAL OF BOARD MEETING MINUTES**

### ***Minutes of the Regular Board Meeting – May 9, 2013***

After review of meeting minutes, Trustee Bailey moved, seconded by Trustee O'Laughlin, to approve the May 9, 2013 Village Board meeting minutes, as presented. Carried by unanimous voice vote (6/0/0).

## **AGENDA ITEMS (DISCUSSION AND A POSSIBLE VOTE MAY TAKE PLACE)**

### **1. Reappointments to Boards**

Trustee Hinshaw stated that it would be great at some point if the Village could advertise openings to consider new people for boards because based on discussions with the community there are a lot of people willing to serve. Mayor Andrews stated there have not been many openings on boards nor have requests been received from anyone interested in serving on a board with the exception of someone who serves on a committee who might want to serve on another committee.

#### **Mayor Andrews entertained a motion to approve the following reappointments:**

Trustee Bailey moved, seconded by Trustee Schnaufer, to reappointment Mario Stefanini to the Fire/Police Commission for the term ending May 13, 2015 (Carried by unanimous voice vote 6/0/0).

Trustee Walsh moved, seconded by Trustee Schnaufer, to reappoint Timothy Kyzivat to the Planning/Zoning Commission for the term ending May 14, 2015 (Carried by unanimous voice vote (6/0/0)).

Trustee Walsh asked if he should recues himself from voting on his reappointment to the E911 Board. Counsel Ramello stated Trustee Walsh does not need to recues himself from voting and it is not a conflict of interest since there is no financial compensation for the E911 Board. Chief Alonzo stated the E911 Board was established by voter referendum many years ago, the Village was required to establish an E911 Board at that time to monitor revenues coming into the Village for equipment expenses and dispatch services, the E911 Board is advisory and only meets about once a year, now it is a simple process with central dispatch and the monies from 911 go directly to that agency through the contract. Trustee Walsh stated being police Trustee it is important to be a liaison to the E911 Board. Chief Alonzo stated there are no specific meeting dates of the E911 Board, they will meet as needed, a meeting date will be posted on the Website if a meeting is scheduled and usually a Police Chief, Fire Chief and citizens are allowed to serve on the Board. Trustee Wittenberg asked if it would be appropriate to discuss a service level agreement with Southwest Central Dispatch at the E911 Board level on how many calls they receive, the level of service being provided and any matrix they may have available. Chief Alonzo stated a monthly report with all calls for service are posted on the Website. Trustee Wittenberg stated dispatch centers have information such as the duration of a call and how much time an officer spent on a call. Chief Alonzo stated that the E911 Board is usually advisory and the Village Board would discuss making financial decisions. Trustee Bailey asked if the purpose of the E911 Board is because the Village collects funds for emergency services. Chief Alonzo responded, yes.

Former Village President Ed Jaeky stated he served as Chairman on the E911 Board when it was created, decisions were made to purchase equipment, a doctor served on that Board, several other members were appointed, there were a lot of meetings at that time and Trustee Bermier attended some of those meetings during that time.

Trustee Schnauffer moved, seconded by Trustee Hinshaw, to reappoint Matt Walsh to the E911 Board for the term ending June 14, 2014 (Carried by unanimous voice vote (6/0/0)).

Mayor Andrews stated he asked former Trustee Coleman to stay on the E911 Board when she stepped down as Trustee last July based on her past experience on that board. Trustee Bailey asked if there is a limit on the number of people to serve on the E911 Board. Counsel Ramello stated the number of people to serve on a 911 Board is set by State Statute.

Trustee Bailey moved, seconded by Trustee Wittenberg, to reappoint Carol Coleman to the E911 Board for the term ending June 14, 2014 (Carried by unanimous voice vote (6/0/0)).

Trustee Walsh moved, seconded by Trustee Bailey, to reappoint Joe Consolo to the E911 Board for the term ending June 13, 2014 (Carried by unanimous voice vote (6/0/0)).

Trustee Hinshaw moved, seconded by Trustee O’Laughlin, to reappoint Fire Chief Kevin Doyle to the E911 Board for the term ending June 13, 2014 (Carried by unanimous voice vote (6/0/0)).

## **2. Village Street Repair Program**

Mayor Andrews stated in April he initially discussed a road program and carried the discussion over to the June meeting in light of the new Board members coming on the Board in May. Mayor Andrews stated there have been discussions for several years now about the status of the streets in town, there is no widespread disagreement in general as to whether streets need repairs or maintenance and there has not been a street program since the late 1990’s that occurred during the tenure of former President Ed Jaeky through a referendum street bond. The referendum passed at that time and people agreed to pay more property taxes. Mayor Andrews stated with the bond money many of the streets were paved, when President Jaeky left office the streets were in great shape and the Village spent the next thirteen or fourteen years paying the bond issue off. Mayor Andrews stated one street, Arrowhead Trail was not included in that street bond because it had been done five or six years earlier and did not need it at that time, people in Ashbrook Development have mentioned their streets need to be done and were not part of the road program because the development was new in 1990’s. Mayor Andrews stated he took a visual survey of all the streets in town with the Village Engineer, some streets need some major work, other roads need patching and some curb or shoulder work may be needed. He noted in general, a street program is needed in the Village and he would like the Board to go forward with a plan in order to accomplish the repairs and paving of the streets. Mayor Andrews stated a plan as he envisions it would be: (1) have the Village Engineer identify the streets that need the work, what type of work is needed, how much it will cost to accomplish that work; (2) then with resident input, the Village Board can decide what streets to actually go forward and either repave or repair to the extent of the work with various options; (3) a collective decision can be made formulating a plan specifying the work to be accomplished and the cost involved; (4) to identify any available funds in the budget process for a road program; (5) money needs to be borrowed to go forward; (6) once a plan is established including the costs and scope of work, a lender needs to be identified to determine the cost of a loan, the interest rate and a retainer schedule on how quickly over a period of time the loan can be paid off; (7) the Village would like to repay a street program as

quickly as possible but that would be a total impact on the residents that are paying for it; (8) it ultimately will be up to the Board to determine the method of raising revenue to repay the loan and take the necessary action to implement that plan; (9) there are several ways the Village can pay for a street program, a general property tax increase was proposed twice last year spelling out that \$100,000 in new revenue per year would be earmarked for a street repair program (that was unsuccessful); (10) the first time \$250,000 in new revenue was proposed (\$100,000 to be earmarked for the increase in the debt certificate payments the Village is making this year and \$100,000 for a street program and the rest to hire another police officer). The second referendum sought \$200,000 for debt repayment (\$100,000) and streets (\$100,000). That is still an option, if the Board decides to seek a property tax increase again to some degree once the cost for streets is determined; (11) the Board with resident input can decide to raise vehicle stickers; (12) no one wants to pay more money for taxes but there is an advantage in living in a community to be proud of including nice streets, we all make our economic opportunity cost decisions and if someone has an extra \$150 to \$200 per year a person may decide to use it on what is most valuable and street maintenance will enhance the community; (13) the bottom line is we are all in this together whether we live on a residential street that needs repairing or on a street that does not need maintenance, some day it will; (14) property values are affected when streets are bad in town; (15) the Village sells about 2,800 stickers year, if the vehicle sticker fee was increased from \$50 per vehicle to \$85 per vehicle it would raise an additional \$94,500 per year and the Village would be able to borrow \$900,000 if we knew we had the additional money coming in next spring to make an annual payment on the debt certificate with a street program sometime in the fall when a plan is in place; (16) perhaps a plan could be developed for a street program, raise Village stickers next year and start paying the loan back a year after borrowing the money; (17) raising Village stickers to \$100 each would generate another \$135,000 in revenue each year to the Village based on an average of 2,700 stickers sold, there will be a percentage of people that will not buy them and the Village can borrow 1.1 million dollars for streets and pay off a loan in ten years; (18) possibly vehicle stickers can be increased on a one-time basis for one year; (19) a plan could be developed to determine how much money needs to be borrowed and put it on a referendum for a possible vote by the taxpayers for a property tax increase in order to pay back a street bond over a period of time.

Mayor Andrews further stated one of the reasons he generally favored a property tax increase previously was an assurance to residents that the Village would earmark a certain amount every year for an on-going street program, if an opportunity arises that would allow the Village to participate in a road program with an opportunity for matching grant or Federal stimulus funds, the Village might be able to participate. He noted there may be some engineering costs also. Mayor Andrews stated there are other Villages in better financial shape, some are home rule communities, if there is a grant available to that community with matching funding, that town will borrow money for their share of the project and raise the funds elsewhere to pay for it as a home rule community. He added the Village also can decide to leave everything as it is and do nothing with the streets.

Trustee O'Laughlin stated that she previously requested a copy of the street plan the Village had developed in the 1990's, which streets were done at that time and if that plan is available.



She added it is important to have a long and short term plan defining all streets that will be done to inform the public so they have an idea if their street will be done in two years, three years or four years. Trustee O’Laughlin further stated it is imperative that people know what the long and short term plan will be and also the water infrastructure should be evaluated to determine the best maintenance course to take. Mayor Andrews stated he concurs that water infrastructure should be evaluated as well as the streets. Trustee Hinshaw stated he concurs with Trustee O’Laughlin that all streets should be identified that need maintenance, that even though the Village may decide to work on a few streets now we would need to know the next street that is due for maintenance and a comprehensive plan needs to be developed for both streets and water infrastructure.

Trustee Bailey stated if the cost is not too much he would be in favor of the Village engineer looking at every street, determine what needs to be done and how much it will cost before we try to raise money. Trustee Schnauffer asked if someone on staff at Christopher Burke Engineering who specializes in streets will review the streets. Mayor Andrews stated he agrees with Trustee Hinshaw that all streets should be reviewed, Dave Vandervelde our engineer would evaluate the streets and Superintendent Ed Santen would also be involved in the process as well as Trustee Brian Bailey as Public Works Trustee. He noted streets that have recently been done would not be included and those would be listed in the next maintenance cycle. Mayor Andrews stated Arrowhead Trail has not been repaved in 21 years and it may be longer since other streets were paved, other streets may visually seem to be in good shape but are in need maintenance, a Village-wide street plan needs to be done and if money is borrowed through a street bond possibly as many streets as possible could be done to bid a larger project for possibly a lower price.

Former Village President Ed Jaeky stated the Village could again review the Pavement and Surface Evaluation Rating Program the Village implemented in the mid 1990’s to determine which streets were done at that time. Trustee Walsh asked if the Board decided to place a question on the ballot for a road bond referendum, what election would that be. Mayor Andrews stated the next General Election would be held in March, 2014 and in November, 2014 state-wide offices are up for election and the election in March would be the election to place something on the ballot. Trustee Walsh stated he is open to all options, one advantage to a bond referendum is that it would be a tax deductible expense with a separate line item on the tax bill as it was previously listed and the current tax bills are about \$100 less because the prior bond referendum ended. Trustee Hinshaw stated he lives on Shabbona and that street, for example, is not traveled as much as Blackhawk Trail. He suggested a study to determine which streets are traveled the most. Trustee Hinshaw further stated he is concerned with raising the vehicle sticker fees because after talking with staff he received fairly high estimates that about 20% to 40% of people may not be paying for stickers. He noted if the fee is increased the percentage of people not buying stickers may increase and whatever decision is made, good communication to the community is needed.

Trustee Hinshaw stated if the Board is proposing raising taxes with a bond issue or increasing Village sticker prices, the public needs to be involved and informed as to which streets will be done, the extent of the work and how much it will cost including an analysis of the water infrastructure.

Trustee Hinshaw commented that several options were presented this evening on how to pay for a street project, he is a new Trustee and received the budget three weeks ago for review, he has a way to save approximately \$78,000 in the existing draft budget that could be applied to paying for streets, saving that money also would include adding leaf pick-up back into the budget and there are other options rather than going to the community to raise prices.

Mayor Andrews stated options he presented he came up with on the revenue side and he is open to other options including what needs to be done and how to pay for it. Trustee Hinshaw stated borrowing money was proposed and he does not agree that is the only option. Mayor Andrews stated he worked with a budget for several years, that is his opinion and he is open to other alternatives, if there are any. Trustee Hinshaw asked what the process would be to discuss the street program again. Mayor Andrews entertained questions from the audience about a street program.

John O'Laughlin, of Keokuk, stated he agrees that a study of the streets needs to be done and it is a good idea to prioritize the streets with the concept that some streets may not need work and those would be left off the list. Mr. O'Laughlin asked if there would be a cost for a street study, is there a visual inspection of streets and would the Village engineer be involved with engineering costs. Mayor Andrews stated he is not sure of the cost for a street study by the Village engineer, if core samples are needed it may be more and until a plan is developed the costs cannot yet be determined until the Board decides whether to incur the costs and how to pay for it. Mr. O'Laughlin stated as a project manager in information technology, this seems to be a project and all projects need dates and deadlines. He asked when the public can look forward to the next date or the next step when the street project will be discussed again. Mayor Andrews stated possibly the discussions about a street program can be continued at the July Board meeting. Susan Kiley, of Edgebrook Court, stated she agrees streets need to be done and streets in Ashbrook need maintenance, deteriorating roads affect all of the property values, she was disappointed the previous road referendum did not pass but we are all affected by the economy and if we all want better streets we have to pay for it.

Vic Swindall, of Indian Head Court, stated he has been in the Village almost 34 years, he used to attend many Board meetings and he has not attended in a long time but is just discovering tonight the Board has not developed a plan for street maintenance or infrastructure. He added the job of the Village Board is to make this Village the best it can be with the most harmony. Mr. Swindall stated the Village is only about 1 square mile, there must be a list of when the streets were built, when they were repaired, how many roads the Village, in what order were the roads built and in what order have they been repaired. Mr. Swindall further stated once this is determined there will be a partial plan how to solve the problem, the water infrastructure in the Old Town area is over fifty (50) years old, Ashbrook streets are fairly new so why would those streets need to be repaired and the Board needs to do some basic planning that needs to be done that has not taken place in over thirty years. He added there used to be a Planning Commission many years ago and a Zoning Board until it was determined there was a conflict because the Zoning Board thought a Plan Commission was not needed because they had a plan as the Zoning Board.

Mr. Swindall asked Mayor Andrews why there was no plan, he made an investment in the community 34 years ago and property values have not increased much in comparison to other neighborhoods and it is because elected officials in this Village have not taken a business approach toward running a business. He stated that Superintendent Santen should be able to provide a list of every street and when it was last worked on and asked the Board to respond to the needs of the community and stop being divisive and work together. Mr. Swindall stated he appreciates the Board recognizes we need a plan for the streets and infrastructure, some of the retention basins need work also and he pointed out that he was willing to even buy stone to reinforce some erosion areas near his property, but no response was received.

Mayor Andrews thanked Mr. Swindall for his comments, he agrees with some of the comments made but can only take credit or blame for the last six of the thirty years as Mayor. Mayor Andrews stated his focus has been trying to guide the Village through a tough economic time since 2008, there is no plan yet but if watermain and other infrastructure is included in a plan it can be very expensive as it turned out with the Cochise Watermain Project of roughly 1,900 feet that cost \$280,000 that was paid for by grant funding from the State. He noted the Village applied for the Cochise Watermain grant in 2008, the funds were received in 2013, the project cost increased over that time period and if streets are added to a project, it will cost more.

Mayor Andrews stated there are streets in town that need to be done now, Ashbrook being one street with a water system though the Highlands Sanitary District so we would not want to hold that street maintenance up. He added that Arrowhead Trail has been around since 1978, the water system should be good for another thirty (30) years, it has been twenty-one (21) years since Arrowhead Trail has been fixed and it is in need of repairs and he agrees that the water infrastructure in Old Town has been around for over 50 years so that may need to be done at the same time as roads. Former President Ed Jaeky, of Pontiac Drive, stated in response to Mr. Swindall's comments, when he was on the Board as President a bond issue was approved because a plan was proposed to all the residents and the majority of residents voted for a street program at that time.

Joan Metz, of Arrowhead Court, stated she agrees streets may need repairs, a more comprehensive plan of streets to be repaired is needed, if some streets are in that bad of a shape those streets should be moved to the top of the list in the plan and watermain and sewers need to be evaluated as well. Mrs. Metz stated even on Arrowhead Trail the Village may not know if tree roots have damaged water pipes below the road so a plan is needed to look at all of these expenses to take them into account. Diane Andrews, of Arrowhead Trail, stated there are pieces of the Arrowhead Trail road crumbling that end up washing up onto her lawn so if someone says Arrowhead Trail does not need to be done, it is not true. Mr. Swindall commented it has been twenty-one (21) years since his street was paved also. A resident of Keokuk stated there are no curbs on that street, with the deluge of heavy rains from 6317 Keokuk through five houses on that street. He pointed out it is a lake when it rains and extends into all yard areas, there is no road left and that can be verified with Superintendent Santen who evaluated it over a year ago with the Village Engineer who stated some grading needs to be done because the water runs through the center of the lots every time it rains. Mayor Andrews stated the Village can certainly look into the matter.

Mayor Andrews stated he would like to move forward to receive input from the Village Engineer to determine a cost for a street plan study. Trustee Bailey stated he agrees the Village needs a street plan, a cost needs to be determined and how to pay for it and the water system should be included. Trustee Hinshaw stated he would like to work towards developing a plan. He noted the Mayor mentioned if we add the water system we can spend a lot of money if we do all the water replacement but that was not decided, we all need to keep in mind the water system so that in five years from now if the water system is breaking down, we need to plan for it. Trustee Hinshaw further stated is it easy to see roads that need work, the water system is harder but some may need work and some may not, it is unknown if areas in Old Town need to be done in the next twenty years, and if that project is so expensive, that is a big problem that needs to be addressed in the next twenty or more years based on the engineers findings.

Trustee Hinshaw stated approximately \$2,000 is budgeted for new software for streets to update the P.A.S.E.R. program that tracks streets. Trustee Hinshaw added that he would be happy to work on a committee or group to get into the details and set some milestones to work through whatever deadline comes up. Trustee Bailey stated that he and Trustee Wittenberg are the two Trustees assigned to Public Works and the intention is to have a meeting soon with Superintendent Santen and Frank Alonzo to develop a short and long term plan. Trustee Wittenberg stated the vision would be to develop a preliminary plan in a list format to ascertain which items are the most critical in order of priority such as life safety issues, then get through the details to determine the costs. She added there may be some things more critical in the water/sewer area that do not apply to the Village in areas that are served by the LaGrange Highland Sanitary District, which is about ¼ of the Village and ¾ of the Village is served by the Indian Head Park Water Department so from a financial standpoint those matters need to be evaluated as well at the time streets are being reviewed. Trustee Wittenberg stated she and Trustee Bailey hope to have something for the next meeting after meeting with Frank. Mayor Andrews stated the Board will continue these discussions at the July Board meeting.

### **3. Resolution to Approve an Intergovernmental Agreement with the Township of Lyons Regarding 65<sup>th</sup> Street Maintenance**

Mayor Andrews stated a resolution is being provided for the Board's review regarding an intergovernmental agreement between the Township of Lyons for the maintenance of 65<sup>th</sup> Street. He noted last summer Trustee Bermier asked if anything could be done to contact the Township to have 65<sup>th</sup> Street paved (west of Willow Springs Road and the second street north of Walgreens). Mayor Andrews stated he contacted Sean McDermott at the Township back in October asking if any paving was completed in the general vicinity of 65<sup>th</sup> Street between Plainfield and Joliet Road east and west of Willow Springs Road.) At that time, the Township had not paved the small section on 65<sup>th</sup> Street because they said it is not their street and belonged to the Village. Mayor Andrews stated he was not aware that 65<sup>th</sup> Street belonged to Indian Head Park and there was even a road study by Strand Associates, the Village Engineer, in 1995 listing all the Village streets but 65<sup>th</sup> Street was not included on that list.

Mayor Andrews stated there is not one resident in Indian Head Park that uses that section of street, there was a document in the file with a petition for annexation from the people in the general area behind Walgreens and the Village Board in 1972 acted upon that request and enacted an ordinance annexing that street to the Village. The matter was heard in a court process and a legal description was included that defines the area of annexation. Mayor Andrews mentioned maybe at that time the Board envisioned that the entire area from Joliet Road to Plainfield Road, east and west of Willow Springs Road would become part of Indian Head Park someday, but it did not happen. He noted clearly the street belongs to Indian Head Park and it is in bad shape and needs repairs.

Mayor Andrews stated he received a proposal from the Township that if the Village acknowledges it is our street, the Township will take care of paving 65<sup>th</sup> Street but the Village would have to pay 50% of the paving cost and the estimate is about \$30,000 total. Mayor Andrews stated an intergovernmental was prepared, he recommends that if the board feels it is important to keep that street open and want it repaved to accept the Townships offer because the Village would save 50% on the paving cost, it is an expense not in the budget but if the Board wants to keep that street open, the resolution should be approved. Mayor Andrews stated there are other alternatives such as not pave the street but close it if it is not needed because no residents use it for vehicle traffic, even the people who are in Indian Head Park south of 65<sup>th</sup> Street their driveways face 65<sup>th</sup> Place so 65<sup>th</sup> Street can be closed to make a pathway. Mayor Andrews stated the end of Indian Wood Lane at Plainfield Road was closed with a barricade but firetrucks could access that area, if needed. The same could be done with 65<sup>th</sup> Street, and the Village would not have to pave, plow or salt the road. Mayor Andrews stated the Village does not need the street but there are people in the Highlands that look to the Township for their services, a motion could be made to direct Village representatives to contact the Township to inform them the Village cannot maintain the road and pay \$15,000 for paving on a street that no one in Indian Head Park uses, there are other people in the unincorporated areas including the house on the northwest corner of 65<sup>th</sup> Street and Willow Springs Road that fronts 65<sup>th</sup> Street at Laurel so that person may have to take another route.

Mayor Andrews stated he ruled out another alternative to consider deannexing 65<sup>th</sup> Street from Indian Head Park since the County is eliminating some areas in unincorporated Cook County so the street would go back to the County not the Township. Anne Bermier, of Stonehearth, asked what was the point of a new sidewalk on Willow Springs Road if people from Acacia cannot access that sidewalk though 65<sup>th</sup> Street and the road is in bad shape and needs repairs. Mayor Andrews stated no residents of Indian Head Park travel 65<sup>th</sup> Street by vehicle, there is no direct vehicle access to that street by Indian Head Park residents and the Board could decide to close the street to vehicular traffic and make it a pathway. Trustee Walsh asked if there would need to be any initial repairs to the road from a safety standpoint to make it a pathway, are there some remedial measures that can be done and what the cost would be to patch the potholes. Superintendent Santen stated 65<sup>th</sup> Street is in bad shape and needs to be reconstructed if it is to remain a road and if it is to be a pathway, he would need to evaluate the conditions to provide an opinion. Trustee Hinshaw stated there is a mulch path within 100 feet from Acacia to that street and he is not in favor of paving 65<sup>th</sup> Street because it would be hard pressed to inform a resident why that street was done that no resident uses and their street did not get done. Trustee Hinshaw asked how many hours of legal time was spent on this issue by Village counsel.

Counsel Ramello stated he received the intergovernmental agreement from the Lyons Township Highway Department this afternoon, he worked on it most of the afternoon, there was some preliminary work on this matter when Mayor Andrews called this week and about four hours of legal time was spent.

Trustee Schnaufer asked if the proposed agreement defines the cost to close the street and create a pathway and how much it would cost. Mayor Andrews stated the resolution would be to enter into an intergovernmental agreement with the Township to keep the street open and to share the cost to repave the street and there is some cost incurred to close the street to install a barricade and create a pathway. Anne Bermier stated in her opinion 65<sup>th</sup> Street is the worst street in the area and needs to be repaired if it is to remain open because it is unsafe.

Trustee O'Laughlin asked who has been maintaining the street the past twenty plus years because Township residents have been using that street for many years. Mayor Andrews stated he is not aware if anyone has been maintaining the street, the Township did cold patching on 65<sup>th</sup> Street previously but did not repave the street and documents were found in the Village files clarifying 65<sup>th</sup> Street was annexed to the Village. Trustee O'Laughlin stated that since no Indian Head Park residents use the street, possibly the Township could help remove the pavement and help put in mulch to create a pathway and that would be cost effective for everyone. Mayor Andrews stated certainly the Village could ask the Township. Trustee Walsh stated it seems the Board is in agreement that money should not be spent to repair a roadway not used by residents for vehicle access, some type of maintenance is needed to create a pathway and maybe the Township could pay for some of those costs to reduce the Village expenditures and if it is not maintained it will cost more at some point.

Trustee Hinshaw stated the proposal from Sean McDermott is a good offer but he does not believe it is something the Village should do but prefers the walking path idea at a minimal amount of money to make that happen. Anne Bermier stated there is a problem with utility trucks that sometimes park half on the street and half on the grass in that area so if a pathway is created that might be impacted. Mayor Andrews stated the Board will evaluate how to close the street to vehicle traffic, it is a good suggestion to ask the Township to share in the cost of a pathway and to close the street. Trustee Bailey stated if the Board contemplated spending \$15,000 to pave 65<sup>th</sup> Street, a street no Indian Head Park residents drive on, he would rather have half that money spent on a pathway to close that street and the rest to conduct an engineering study of all streets in town. Sharon Allison, of Keokuk, asked if the Board needs to give the Township a decision now because a decision can only be made once all of the facts have been gathered and there were many good questions raised this evening that could be asked of the Township before a final decision is made by the Board. Mayor Andrews stated that he conveyed to the Township the proposal will be provided to the Board on the agenda, there was no definite date to provide a response, he was hoping to make a decision tonight about the \$15,000 cost of the Village's share to repave the street to report back to the Township and there was no time limit on any other negotiations with the Township.

Mayor Andrews entertained a motion to approve a resolution to enter into an intergovernmental agreement between the Village of Indian Head Park with the Township of Lyons to repave 65<sup>th</sup> Street at a cost to the Village of \$15,000. Due to a lack of a motion and second for a motion to approve the resolution, the matter was concluded and there was no vote taken by the Board.

#### **4. Review of 2013/2014 Fiscal Year Budget**

Mayor Andrews stated a draft budget was presented to the Board for review and also has been available on-line. The proposed revenues for Fiscal Year 2013/2014 are as follows: in all funds the **Corporate Fund Revenue** which include real estate taxes, utility taxes, franchise revenues state shared revenue, licenses and permits, fines, charges for services is \$2,407,365; **Water/Sewer Fund** which includes operating revenues and other income is \$1,296,150; **Motor Fuel Tax Fund** which includes the debt service fund, E911, special parks, public works facility fund and capital improvements is \$4,024,806; **Corporate Fund Expenditures** are as follows: \$2,403,438; Water and Sewer Fund is \$1,366,829 and total expenditures for the Motor Fuel Tax Fund, Debt Service, E911, Special Parks, Public Works and Capital Improvement Fund is \$4,114,937. Mayor Andrews noted the draft budget has a deficit of \$90,131. However a portion of that deficit is attributable to the Cochise Watermain Project in which a portion of that money, a grant of \$71,250 was accounted for in the last fiscal year budget as revenue and the expenditure occurs in this fiscal year. Mayor Andrews stated the net deficit is actually \$18,881 and will be reduced further with the decrease in the S.E.A.S.P.A.R. contribution. Mayor Andrews stated pay raises have not been decided for employees so that is not included in the budget and raises are not reflected for full-time officers as part of the collective bargaining agreement.

Mayor Andrews asked Trustee Bailey to discuss the Public Works budget. Trustee Bailey stated the 2012/2013 budget reflected \$18,000 for vehicles and equipment maintenance expenditures and this year the amount is \$10,000. He asked if vehicles are not needing as much maintenance and if that is why the amount was reduced. Dave Brink stated \$18,000 was budgeted last year, less than that amount was spent, the amount was reduced this year and is a tentative number until audit adjustments are completed by the Village's auditing firm. He noted one Public Works vehicle was replaced this past year, one older backhoe was being maintained and does not need repairs, the number of \$10,000 is an estimated number for an approximate amount spent last year and there is also one new vehicle that does not need maintenance. Trustee Bailey stated that \$2,500 is budgeted last year and this year for landscape/leaf removal but there is no leaf program at this time. Superintendent Santen stated landscape removal expenses are budgeted for yard waste materials removed from Village rights-of-way and Village property. Trustee Bailey stated \$1,000 is budgeted for Public Works uniforms at \$500.00 for two employees. He asked if Public Works has uniforms. Superintendent Santen stated jeans, work shirts and safety boots are purchased from the uniform fund. Trustee Bailey stated there is also \$1,000 budgeted in Public Works for office equipment with no line item description. Dave Brink stated the office equipment expense was budgeted to replace one Public Works computer.

Mayor Andrews stated until a compensation increase, if any, is determined for Village personnel, there will be no final vote on the budget tonight.

He asked that a special Board meeting be held on Thursday, June 27, 2013 at 7:30 p.m. to continue discussion on the budget to review comments from Trustees concerning the budget. There is also an executive session at the end of this meeting regarding employee compensation.

Mayor Andrews pointed out the budget is not a formal document the Village is required to pass, it is an effective tool and guideline for spending that the Village has traditionally used to base the annual Appropriations Ordinance, the Village is required to adopt and must approve this ordinance at the July Board meeting and the ordinance will be available on-line.

Trustee Wittenberg stated \$7,923 was budgeted for overtime in Public Works for fiscal year 2011/2012, this budget year the amount is \$16,000 and overtime should be used for unplanned emergency purposes and it should be approved by the Village Administrator as a rule and not by a department head. Dave Brink stated every time it is a severe winter with a lot of snow, sometimes snow or icy conditions do not occur between 8:00 and 4:00 p.m. and sometimes there are severe winters and others are mild which affect the budget numbers. Trustee Wittenberg stated the Village should not be utilizing any freelance adhoc labor for snow plowing unless that amount is prepared for up front to contract with someone for a certain number of labor hours to use outside vendors. Frank Alonzo stated we do not have a contract with a company to contract out for snow removal services at any hourly rate with a set cost and overtime is not a guarantee, overtime is used for emergencies for watermain breaks or snowplowing and most of the time Superintendent Santen calls to request approval. Frank Alonzo stated Superintendent Santen would sometimes call and ask if he could hire a certain company to perform a certain job and certainly a quote could be obtained from vendors and their charges. Trustee Wittenberg stated there is a line item for communications across every department totaling \$41,500. She added this amount may include police and public works radios, phones and a range of other expenses and the same with office supplies for each department totaling a lot of money. Trustee Wittenberg stated that possibly some of the items could be pared down a bit to control expenses and remove items that are not needed. Dave Brink stated line item categories were in place when he started with the Village and set by the auditing firm. Trustee Wittenberg stated the items should be delineated by department, she asked if expenses with vendors are being managed and has the Village ever went out for bid on voice over IP or reviewed cellular companies because the communications budget is a lot of money. Trustee Wittenberg stated \$31,600 is budgeted in the audit category, one amount under general accounts and one amount under water and sewer. She noted the total annual audit cost in Western Springs for the whole Village was about \$27,000 and is asking if the Village is receiving the best rate.

Trustee Hinshaw stated the Village as a whole has a lot of overtime in general, as a citizen we have heard we have cut to the bone in the budget for many years and there are some creative ways to cut expenses. Trustee Hinshaw further stated he talked to a contract driver from Western Springs regarding snow plowing, the driver said they start their work at 5:00 a.m. and run an 8 hour day and go home so there is no overtime, the Village has excellent snow plow services and salting compared to some Villages but not sure if we can afford it. Trustee Hinshaw stated if the Board is asking for a tax increase for roads we need to look at where we can cut because even a 10% cut in overtime would be helpful. Trustee Hinshaw stated he would love to get leaf removal back in the budget and asked if the line item for landscape removal is where those expenses were listed.



Dave Brink stated the line item covered expenses for the Village to pay for removal and hauling of leaves for the entire Village at a cost of \$20,000 for dumping fees at a landfill but that amount does not include labor, fuel or equipment expenses. Mayor Andrews stated there were always delays in changing equipment over to snow plowing equipment if the leaf season ran long and there were other expenses for a leaf program.

Mayor Andrews stated leaf pick-up affects one section of town, snow plowing covers the entire Village and he would not want to add a leaf program at the expense of cutting snow plowing and salting. Trustee Hinshaw stated some snow plow shifts in other communities start earlier, he would be interested to know what surrounding communities our size do, it was never suggested not to plow just how and when to do it, maybe there are some expenses that could be cut, the shift could possibly start earlier for plowing since not many people are on the road at midnight or 2:00 a.m. Superintendent Santen stated it is becoming more difficult to dispose of landscape waste, previously the leaves could be taken to a farm site but now a licensed designated hauler is needed to comply with disposal according to EPA requirements, so the cost would be more. Trustee Wittenberg asked if the Village ever went out for bid for leaf removal. Frank Alonzo responded, no. Trustee Hinshaw stated there are people in the community that would volunteer to help with leaf pick-up.

Trustee Walsh stated as Police Trustee he reviewed the police budget, which is the Village's largest expense, he would not vote to approve a budget that is not balanced and revenues need to be balanced with expenses. Trustee Walsh further stated that overtime is a serious concern when it comes to police services and, it is often unpredictable when personnel is needed. He noted the current Police overtime budget is \$120,000 for the year, he asked that the amount be reduced by \$20,000 and there needs to be a limit on overtime. Trustee Walsh stated he is aware the Village is down one police officer and another officer that is out for a period of time, so the amount should be reduced by at least \$10,000, possibly the police vehicle capital outlay of \$30,000 could be deferred for another year and if there is money left at the end of the year that could be considered again, unless there is a safety concern. Frank Alonzo stated that two vehicles were already purchased through grants from the Criminal Justice Authority, he has no objections in removing the \$30,000 equipment expense at this time and the line item was added when Indian Head Park police vehicles were running at 160,000 miles with engines needing replacement and other repairs. Frank Alonzo stated some parts are hard to get for Ford Crown Victoria Police vehicles when there are maintenance issues. Frank Alonzo stated Indian Head Park is a small town, there are part time officers that have full-time jobs and it is hard to find someone to fill a spot, the Illinois Training Board has certain requirements also for officers so auxiliary officers cannot be used and part-time officers must be supervised by a full-time officer. There is also one full-time officer out on medical for a period of time, we are down one officer also and when a crime occurs and we need to investigate it, someone off the street needs to come and that spot needs to be filled. Trustee Wittenberg asked if a part-time officer can be given a full-time position for a specified period of time to fill the spot if someone is out on a medical issue. Frank Alonzo stated those hours would still need to be regulated, the officer can only work so many hours or we must provide training for him to become a full-time officer with all the benefits offered to a full-time employee. He noted there is one part-time officer interested in filling this spot to cover the midnight shift on a temporary basis.

Frank Alonzo stated it is more difficult to manage a smaller department with part-time officer than a larger police department with full-time officers.

Trustee Wittenberg stated there is a minimum of four hours of court time for officers at time and a half and she asked why not go back to the 2010 budget of \$82,000 for overtime. Trustee Walsh stated there are concerns if something is under budgeted when we are down one full-time officer, another full time officer on medical, in 2010 we had two more officers, the overtime amount is just an estimate and there is a union contract in place. Trustee Wittenberg stated there also was a lower rate of pay at that time. Frank Alonzo stated there are many new requirements the Illinois Training Board has established for example, to be a juvenile officer certification is required so a juvenile officer needs to be present if an officer wants to bring in an underage person for questioning on a curfew or other violation. He noted if there is a homicide, a lead certified homicide investigator is also required if that type of incident needs to be investigated so that makes it difficult and it must be a full-time officer.

Mayor Andrews asked the Board to review the budget and provide any suggestions on any line item that can be reduced and provide it to Dave Brink before the next budget meeting. Dave Brink asked if all items suggested by each Board member should be implemented in the next draft budget. Frank Alonzo asked if the suggestions could be compiled from each Board member and those items could be discussed before they are implemented in the budget at the June 27<sup>th</sup> meeting. Dave Brink stated the budget is used to prepare the appropriations ordinance which needs to be made available to the public before it is considered for approval. Mayor Andrews requested each department member to submit their suggestions by the close of business on Friday, June 21<sup>st</sup> and a list will be compiled and given to the Trustees on Monday, June 24<sup>th</sup>.

Trustee Bailey asked if the revenue was accounted for in the budget for the surplus police vehicles that will be sold at auction. Dave Brink stated a minimum of \$2,000 was listed for disposal of the vehicles. That amount can be allocated when the vehicles are sold.

Trustee Wittenberg stated professional services are also listed for a number of suppliers that provide services for the Village such as legal services, engineer, auditing, electrical maintenance firm for street light maintenance and a cleaning service. She suggested that all of those contracts need to be reviewed and renegotiated. Trustee Wittenberg stated legal services are provided through a retainer agreement relationship and she believes those contracts need to be renegotiated starting with the largest expenses first as well as the other firms that provide professional services. She suggested the Village collect information from the current legal counsel including how many hours have been spent on Village business for the past few years, the current invoices do not reflect the hours used per month, nor does the existing statement have the number of hours they will provide for the Village it just lists \$6,000. Mayor Andrews stated he is personally very happy with the current legal counsel and the rate we have, under a prior Village President in the 1990's there was a relationship with that law firm who charged hourly and the legal fees were in excess of \$200,000 until President Pellegrino put the firm on a retainer, a retainer was negotiated with the current law firm and it is not measured strictly on an hourly basis.

Mayor Andrews stated he is happy with a high profile attorney representing the Village for the money we are paying, he can pick up the phone and talk to a partner in that law firm when he calls and there is an immediate response, as Mayor there are a myriad of issues that come up and the new Trustees have also asked some questions requiring legal input.

Trustee Wittenberg stated she is only asking what the \$6,000 retainer per month includes, the agreement has no details or number of hours provided, that needs to be provided and the Board needs to review all professional services. Trustee Hinshaw stated he spoke with other municipalities about legal services and the retainer concept is an older type of agreement, he agrees with Trustee Wittenberg if the Village needs to reduce expenses in the budget there are areas to review.

Mayor Andrews stated the water and sewer account has an estimate of \$35,000 budgeted for well maintenance last year and this year. Dave Brink stated the well maintenance work was not completed last fiscal year and it is in the budget again this year. Superintendent Santen stated the last remaining stand-by well (Well #3) in the Village located at the pump station has reached the point where it needs to be rebuilt and reconfigured with new piping to be used in an emergency. Trustee Hinshaw asked if the work can be delayed a year. Superintendent Santen stated if there is a problem with water supply from Countryside or water contamination, water would still need to be provided to the community from the well. Trustee Hinshaw asked how long we have been with Countryside for water and if there has ever been a problem. Superintendent Santen stated since 1983 the Village has received water from Countryside, there have been no problems and the well has been used on occasion. Trustee Hinshaw asked if the well could supply water to the entire community, if needed. Superintendent Santen responded, yes. Trustee Hinshaw stated the water department also has an expense of \$35,000 a year. Dave Brink stated the account is used for watermain breaks, overtime expenses and most recently there were three watermain breaks on the same street in one day and those expenses would come from that account. He noted the Village previously outsourced all watermain breaks completely and now some of the work can be done in-house by staff. Trustee Hinshaw stated if the water infrastructure is aging there may need to be more allocated to that account for repairs that come up. Dave Brink stated the goal is to get the budget as close to the actual number it can be, all expenses cannot be predicted and the same with overtime because we never know how bad a winter will be or how much a ton of salt with cost. He noted it is difficult to know if road salt will be \$50 a ton or one year the Village had to pay \$160 per ton of salt at the worst possible time.

Mayor Andrews stated at one point in time, all watermain breaks were contacted out because the Village may not have had the proper equipment, training or experience to do the job. Mayor Andrews stated a backhoe and excavator was purchased a few years ago and many of the watermain projects could be completed in-house. Trustee Andrews stated sometimes a watermain break that was outsourced could cost \$10,000 to \$14,000 to fix one break, if a watermain breaks occurs on a Saturday that is when overtime costs can occur and some watermain breaks can be repaired by staff such as three that occurred in one day on Sauk Trail (one was repaired by staff and the other two needed to be repaired by an outside contractor). Trustee Hinshaw stated it is great the Public Works Department is repairing some of the breaks in-house.

## QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

Susan Kiley, of Ashbrook, stated she is proud to live in the community and she has been helping as a volunteer with planting flowers at the Heritage Center over the years and loves living in a small town with a nice landmark. She mentioned a donation of \$200 was made by a private individual Tom Moran towards flowers for the Heritage Center, someone from Michigan also made a donation, the Center looks beautiful since it was finished and she asked if the Village could budget a nominal amount of \$300 towards to keeping the landscaping looking nice at the Heritage Center. Susan Kiley also thanked Joan Metz for all of her hard work in helping to keep the facility looking nice with help from volunteers from the school in planting flowers and other grounds maintenance. Susan Kiley asked if the library hours could be publicized so more people know when it is open.

Mayor Andrews thanked Joan Metz for all of her work with the LaGrange Highlands students at the Heritage Center including having the fence painted.

Aileen Henkel, of Algonquin, stated the Heritage Center is open on the weekends and a number needs to be provided to all volunteers so they can reach someone if there is a problem with the furnace or other equipment in the building at the Heritage Center. Mayor Andrews stated he would provide contact information. Anne Bermier stated when Village representatives talk to the Township it could be mentioned to sell the road back to them for \$1.00 so they can deal with all the angry residents on Laurel Avenue, if one end of the street is closed the other end will have more traffic on the road so it will cost the Township more money to maintain the road. Counsel Ramello stated a transfer of jurisdiction could be considered if the Township consents to it.

Joan Metz, stated she spoke with Jane Kuhn the head docent at the Heritage Center who asked her to speak to the Board that a representative of the Board or administrator is needed to represent the Heritage Center. A meeting was held with docents in April of this year and the following were present: Rich Pellegrino, Jane Kuhn, Brenda O’Laughlin, Tom Hinshaw, Anne Bermier and she was present also. Mrs. Metz stated the discussions included how much the facility has changed, how well it is doing, maybe adding some extra hours during the summer months and other great ideas. She added it is hard to get people to realize when the Center is open, what is there and how it is utilized. Mrs. Metz stated help is needed at the Village level to get things done to be responsible and available to the Heritage Center. A list of issues was created and given to Rich Pellegrino and Jane Kuhn and all were acceptable to them. The list included: making the front door functional so the front of the building can be utilized, if the front door cannot be used there should be a sign on the door that is readable, there are antiques in the children’s room and those should be moved, a children’s room should not have a cabinet with glass that can break and she volunteered to donate a table for children to use so it will be safe. Mrs. Metz stated if the Village is not going to use the asset, then get rid of it. However, if we are going to keep it and say we are proud it is ours, let’s engage it. She added she talked to a boyscout who is an Eagle Scout the other day and he knows other scouts who want to help with a project and it does not have to cost anything. Mrs. Metz stated it is frustrating to see Village resources just sitting, she hopes someone can help since Jane Kuhn has resigned as head docent and she is willing to help in any way.

John Wittenberg, of Timber Ridge Court, asked Counsel Ramello what are the terms of the legal services contract are with the Village. Counsel Ramello stated the comment he responded to was a question if a certain number of hours were exceeded then would the Village be billed more money than the monthly retainer.

Counsel Ramello further stated that is not correct, whether one hour is spent representing the Village that month or 1,000 hours the retainer is a flat fee and there are no extra charges above the retainer. He noted at one time the retainer for legal services at one time was \$7,500 per month and it was reduced to \$6,000 per month when the Village had an economic downturn. Chris Metz, of Arrowhead Court asked if the retainer was higher at one time due to the Pall litigation case. Counsel Ramello stated the retainer covers attending Village Board meetings, preparing ordinances, resolutions, travel expenses to meetings etc. are all included. He pointed out the litigation matter was not included in the retainer and those expenses were billed separately at an hourly rate. Trustee Wittenberg asked if review of the police contract was included in the retainer. Counsel Ramello responded, no. Counsel Ramello stated the terms of the contact are specifically set forth in the agreement including what is not included and an agreement for legal representation was approved by the Village. John Wittenberg asked if any Trustee on the Board can call legal counsel if they needed to discuss a topic. Mayor Andrews stated that the policy is for questions for the attorney from the Board to be filtered through him or Frank Alonzo because a legal opinion may have already been provided on a matter.

Chris Metz asked if the Village attorney represents the entire Board. Mayor Andrews responded, yes but there is a process to be followed. John Wittenberg asked Mayor Andrews if any Board members have questions for legal counsel they have to ask him to ask the attorney. Mayor Andrews responded, yes.

### **EXECUTIVE SESSION**

Trustee Walsh moved, seconded by Trustee Bailey, to adjourn to executive session pursuant to 5 ILCS 120/2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees. Carried by roll call vote 4/3/0.

Ayes: Trustees Bailey, Schnaufer, Walsh and Mayor Andrews

Nay: Trustees Hinshaw, O'Laughlin, Wittenberg

Absent: None

### **RETURN TO THE OPEN MEETING**

Trustee Schnaufer moved, seconded by Trustee Wittenberg, to return to the open Board meeting. Carried by unanimous voice vote (6/0/0).

### **ADJOURNMENT**

There being no further business to discuss, Trustee Bailey moved, seconded by Trustee O'Laughlin, to adjourn the regular Board meeting at 11:45 p.m. Carried by unanimous voice vote (6/0/0).

Respectfully submitted,  
Kathy Leach, Deputy Village Clerk/Recording Secretary

